

# STATE PROPERTIES REVIEW BOARD

## Minutes of Meeting Held On July 10, 2014 State Office Building, Hartford, Connecticut

The State Properties Review Board held its regularly scheduled meeting on July 10, 2014 in the State Office Building.

**Members Present:** Bennett Millstein, Vice Chairman  
Bruce Josephy, Secretary  
Mark A. Norman  
Pasquale A. Pepe  
John P. Valengavich

**Members Absent:** Edwin S. Greenberg, Chairman

**Staff Present:** Brian A. Dillon, Director  
Mary Goodhouse, Real Estate Examiner

Vice Chairman Millstein called the meeting to order.

Mr. Josephy moved and Mr. Norman seconded a motion to enter into Open Session. The motion passed unanimously.

### OPEN SESSION

**ACCEPTANCE OF MINUTES OF JULY 3, 2014** Mr. Norman moved and Mr. Valengavich seconded a motion to approve the minutes of July 3, 2014. The motion passed unanimously.

### COMMUNICATIONS

**Corrected Appointment Letter.** Mr. Valengavich received a letter dated July 8, 2014 from Senate President Pro Tempore Donald E. Williams, Jr. and Speaker of the House J. Brendan Sharkey which clarified that his current term began on March 14, 2011 and will expire on June 30, 2015.

### REAL ESTATE- UNFINISHED BUSINESS

#### REAL ESTATE- NEW BUSINESS

**PRB #** 14-168      **Transaction/Contract Type:** RE / Lease Out - Renewal  
**Origin/Client:** DAS/DAS  
**Lessee:** The Connecticut State Employees Credit Union, Inc.  
**Property:** Southbury Training School, 1461 South Britain Road, Southbury  
**Project Purpose:** Lease-out of the Administration Building  
**Item Purpose:** Lease-out renewal for approximately 985-GSF of office space in the basement level and fifteen unreserved parking spots to be used solely for credit union purposes.

Staff recommended Board approval for lease extension for a Lease-Out to CSECU for an additional five year term. The CSECU notified DAS of their decision to exercise the renewal option in a letter to DAS dated November 15, 2013, and again on May 12, 2014.

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In 2009 the rent was increased from \$6.70 to \$11.57/SF to reflect the inclusion of heat, hot water & electricity. The proposed renewal rate is \$12.79/SF; or \$12,600/year.

The Lessee shall protect, indemnify and hold the State harmless against any loss, liability and maintain, with State as additional insured: Commercial General Liability: \$1,000,000; Workers Compensation in accordance with the law; Employers Liability: \$100,000/\$300,000/\$100,000. Lessee shall maintain property insurance against risk of loss to any tenant improvements, its personal property, and trade fixtures.

### ARCHITECT-ENGINEER - UNFINISHED BUSINESS

**PRB#** 14-161 **Transaction/Contract Type:** AE / Amendment  
**Project Number:** CF-RC-380 **Origin/Client:** DCS/CCSU  
**Contract:** CF-RC-380-DBCA  
**Consultant:** Symmes, Maini, McKee Associates Architecture & Engineering of CT, Inc.  
**Property:** Central Connecticut State University, New Britain  
**Project Purpose:** New Residence Hall Facility Project  
**Item Purpose:** Contract Amendment #1 to compensate the consultant for expanded project construction administration services.

Staff reported that the project consists of the planned new construction of a seven floor residence hall which will be located between the Student Center Garage and Ella Grasso Boulevard at Central Connecticut State University. The building is estimated to be 220,000 GSF with the capacity to houses 612 students. It is anticipated that the project will comprise the construction of 153 student suites and 24 resident assistant units. The current parameters will require that each suite contain 2 double occupancy bedrooms with a small living area, bathroom and closets. The CT Department of Construction Services (“DCS”) is proposing to use a Design/Build delivery method for the project.

PRB #14-161 was suspended by the State Properties Review Board on June 26, 2014 due to concerns regarding the need for the level of scheduling analysis presented as well as the duplicative request for project close-out requirements. These concerns were transmitted to the DCS Project Manager and acknowledged. As such the scheduling analysis section of the contract has been reduced by 50% and the close out requirements section completely deleted due to the fact that the obligation already exists under Section 3.9 of the base contract with SMMA. This contract change will reduce the overall value of Amendment #1 from \$324,610 to \$286,357. Consequently, Staff recommended that the Board approve Contract Amendment #1 based on the revisions and reduced project costs incorporated by DCS.

### ARCHITECT-ENGINEER – NEW BUSINESS

**PRB#** 14-169 **Transaction/Contract Type:** AE / Contract Amendment  
**Project Number:** BI-2B-179 **Origin/Client:** DCS/DPH  
**Contract:** BI-2B-179-CMR-SME  
**Consultant:** Merrick & Company  
**Property:** State Public Health Laboratory, West Street, Rocky Hill  
**Project Purpose:** New State Public Health Laboratory Building Project  
**Item Purpose:** Contract Amendment #1 to compensate the consultant for additional services

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including a review of design solutions, final programming, commissioning oversight and a 3<sup>rd</sup> party assessment report.

Staff reported that in 2006, the Board approved the contract (PRB #07-60) for Flad & Associates, Inc. to provide project design services for the 110,000 GSF Public Health Laboratory New Building Project. This project included secured delivery area, contiguous 200± space employee parking lot, and various laboratory spaces including a BSL-3 Lab. These improvements were intended to replace the 66,000 SF laboratory building situated at Clinton Street, Hartford.

Since the substantial completion of construction in early 2013, the Department of Construction Services (“DCS”) and Department of Public Health (“DPH”) have been experiencing various operational issues which have prevented the relocation of the BSL-3 Lab to its new location. In July 2013, DCS began the process of evaluating various consulting firms to obtain proposals for a third party evaluation and review of the ongoing operational issues for the BSL-3 Lab. In early August 2013, DCS established criteria for seeking these services and proceeded to interview four firms for this project. At the completion of the interview process, DCS recommended that a contract be awarded to Merrick & Company (“MC”) for the purposes of providing an independent review of the design, construction and operations of the BSL-3 Lab. The selection was approved by Deputy Commissioner Salemi in August 2013 and a contract was executed for a total fee of \$80,000 and subsequently submitted to SPRB as an informal contract.

Contract Amendment #1 will modify MC’s contract and provide for an additional \$88,160 in consulting fees. These additional consulting services are intended to include the following scope of work:

- Conduct a review of the final design solutions
- Conduct a review of the final programming and network optimizations
- Provide BSL-3 Commissioning Oversight
- Provide a 3rd party assessment report and certification of CDC Requirements

Staff recommended that the Board approve Contract Amendment #1 for Merrick & Company to provide additional consulting services at the DPH Laboratory Building Project. The scope of work and associated hourly rates appear to be generally reasonable for the scope of work identified in the contract amendment.

<b>PRB#</b>	<b>14-171</b>	<b>Transaction/Contract Type:</b>	AE / New Contract
<b>Project Number:</b>	BI-CTC-467	<b>Origin/Client:</b>	DCS/BOR
<b>Contract:</b>	BI-CTC-467-ARC		
<b>Consultant:</b>	Mitchell/Giurgola Architects, LLP		
<b>Property:</b>	Norwalk Community College, Richards Avenue, Norwalk		
<b>Project Purpose:</b>	Norwalk Community College Phase III Master Plan Improvements Project		
<b>Item Purpose:</b>	New contract to compensate the consultant for design services including the completion of a pre-design study, schematic through construction document phase deliverables as well as construction phase services.		

Staff reported that, in general, this project involves the last phase of planning and upgrades for Norwalk Community College. Under this Phase III project, new construction and building renovations will be completed at various areas throughout the campus. The project will include a building addition for a new student center, food service/kitchen and dining area at the West Campus Building as well as a raised pedestrian bridge to connect the East and West Campus over Richards Avenue. The building addition is proposed to be approximately 6,000 GSF and incorporate an additional 9,000 GSF of contiguous building

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improvements. The pedestrian bridge is envisioned to be an enclosed structure of approximately 5,300 GSF and provide stairwell and ADA accessible elevator connections. Building interior renovations will occur at both campuses and focus on library renovations, theater improvements and upgrades within the educational culinary laboratory space. The East Campus building renovations are planned to include over 12,000 GSF of existing campus facilities. All work is envisioned to be completed while maintaining the non-interrupted daily operations of the college.

On May 1, 2013 the Department of Construction Services (“DCS”) issued a Request for Qualifications (RFQ) for Architect & Consultant Design Teams related to the Norwalk Community College Phase III Master Plan Improvements Project. DCS elicited 15 responses to the advertisement of which all the respondents were considered “responsive”. After completion of the internal review 4 firms were selected for short-listed interviews. At the conclusion of the process DCS identified Mitchell / Giurgola Architects, LLP (“MGA”) as the most qualified firm. In September 2013, Deputy Commissioner Salemi approved the selection of Mitchell / Giurgola Architects, LLP (“MGA”) as the consultant for this project.

This contract, PRB #14-171, is for Architect/Engineer Consultant Design Team Services for the completion of the Norwalk Community College Phase III Master Plan Improvements Project from the initiation of pre-design study and the subsequent initiation of the schematic design process until the completion of construction. The overall compensation rate for this basic service is \$2,649,436 with an additional \$612,677 for special services. As such the total project fee is \$3,262,113. The special services detailed in the project scope include security consulting, survey work, LEED programming, traffic engineering, and FF&E. DCS has confirmed for SPRB that funding is available for this contract pursuant to a January 2013 Bond Commission approval.

Staff recommended that the Board approve the contract for Mitchell / Giurgola Architects, LLP to provide pre –design, design and construction related services at the Norwalk Community College Phase III Master Plan Improvements Project.

**OTHER BUSINESS**

The Board took the following votes in Open Session:

**PRB FILE #14-161** – Mr. Norman moved and Mr. Valengavich seconded a motion to approve PRB File #14-161. The motion passed unanimously.

**PRB FILE #14-168** – Mr. Valengavich moved and Mr. Norman seconded a motion to approve PRB File #14-168. The motion passed unanimously.

**PRB FILE #14-169** – Mr. Valengavich moved and Mr. Norman seconded a motion to approve PRB File #14-169. The motion passed unanimously.

**PRB FILE #14-171** – Mr. Pepe moved and Mr. Norman seconded a motion to approve PRB File #14-171. The motion passed unanimously.

The meeting adjourned

**APPROVED:** \_\_\_\_\_ **Date:** \_\_\_\_\_  
Bruce Josephy, Secretary